

STATINTL

Thru : Recorder, Honor and Merit Awards Board
Security Advisor, Honor and Merit Awards Board

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Personnel Matter
(Award Recommendation)

Ref : Recommendation for Honor or Merit Award,
dated 10 October 1963

1. The Office of Security has been advised that you are a candidate for an Agency honor or merit award. This memorandum is designed to alert you to the security implications involved if an award of this kind is presented to you.

2. First, Agency security policies require that the number of persons outside the Agency learning of an honor or merit award be limited. In your case, such persons should be limited to those in your family and circle of immediate friends. With this general frame of reference we leave the matter of those who should be told to your best judgment.

3. Secondly, you are asked to avoid releasing or cooperating in the release of any publicity regarding an award to public information media such as radio, television or the newspapers.

4. Consistent with the points made above, if an award is granted, the Office of Security requests that the award itself and any unclassified papers pertaining to it be maintained within the confines of your own living quarters.

5. Any questions regarding this matter should be directed to the undersigned at Room 4E42, Headquarters Building.

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DOCUMENT NO. _____
NO CHANGE IN CLASS. ☐
CLASSIFIED
CLASS. CONTROL NO: 15 3 0
NEXT REVIEW DATE: _____
DATE 10/10/82 REVIEWER: 018995

cc: DD(1)